

***NATIONAL WEATHER SERVICE POLICY DIRECTIVE 1-3  
AUGUST 31, 2004***

***Administration and Management***

***CORPORATE OPERATIONS***

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**NOTICE:** This publication is available at: <http://www.nws.noaa.gov/directives/>.

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**OPR:** CFO3 (N. Scheller)

**Certified by:** CFO/CAO (I.T. David)

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***SUMMARY OF REVISIONS:*** This directive supersedes National Weather Service Policy Directive 1-3, Corporate Operations, dated June 10, 2003. The role of the Executive Secretariat is clarified in Section 3.1.

1. The purpose of this policy is to establish the National Weather Service (NWS) Corporate Board. The NWS is a line office organization under the National Oceanic and Atmospheric Administration which is an agency of the Department of Commerce.
2. NWS is responsible for providing weather, hydrological, and climate forecasts and warnings for the United States, its Territories, adjacent waters and ocean areas, for the protection of life and property and the enhancement of the national economy. NWS data and products form a national information data base and infrastructure which can be used by other governmental agencies, the private sector, the public and the global community.
3. The organizational structure of the NWS supports the organization's mission and consists of Headquarters and field components. NWS Headquarters is responsible for policy and administration. Field components are responsible for implementing policy established by NWS Headquarters through operations.
  - 3.1 The NWS determined that mission-related issues crosscutting the organization be referred to an NWS Corporate Board for study, development of courses of action, approval, and implementation. The Corporate Board is composed of the Assistant Administrator (AA) for Weather Services (Chair); the Deputy Assistant Administrator (Dean); the Chief Financial Officer/Chief Administrative Officer; the Chief Information Officer; the Director, Strategic Planning and Policy; four Headquarters Office Directors; and six Regional Directors. The Executive Secretariat provides administrative support to the Corporate Board.
    - 3.1.1 The Corporate Board identifies issues needing corporate level resolution, evaluates options for resolution, determines the optimum resolution, and assures the Board's decisions are documented and implemented.

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4. This directive establishes the following authorities and responsibilities:

4.1 Authority for the day-to-day operations of the NWS is delegated by the AA to Headquarters Office and Regional Office Directors. (See NWSPD 1-2 on "Delegation of Authority").

4.2 The Corporate Board has five standing committees (Executive, Workforce/Human Capital, Science and Technology, Operations, and Financial Investment Review Committees). The Committees are responsible for making high level administrative and operational decisions for the NWS. The Executive Committee, however, has oversight authority for all Committee decisions and those not resolved by the four other Committees.

4.3 The Dean of the Board and the Executive Secretariat are responsible for Corporate Board administration.

5.1 This policy directive is supported by the references and glossary of terms listed in Attachment 1.

Signed

August 17, 2004

Brigadier General David L. Johnson, USAF, Ret.    Date  
Assistant Administrator for Weather Services

## **Attachment 1**

### **GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION**

#### Legal Authorities:

Weather Service Modernization Act of 1992, P.L. 102-567; 15 U.S.C. § 313 *note*  
NWS Modernization, 15 CFR Part 946

#### Supporting Information:

NWSPD 90-2, *NWS Mission and Organization*

NWSPD 1-2, *Delegation of Authority*

Department Organization Order 25-5, Section 8, effective September 26, 2002

NOAA Organization Handbook, updated effective 10/8/00, NOAA Circular 00-13